

Tau Beta Pi Schedule Fall 2019			
Date	Activity	Location and Time	Responsible Party
Tuesday, September 3, 2019	Week 1 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Monday, September 9, 2019	Week 2 Executive Meeting: Stuff Parent Envelopes, Label and Distribute Invites	8:00PM - Edwards Conference Room	Brie
Tuesday, September 10, 2019	Send Letter to Parents Email Letter to Students Email Current Members		M.C., Alex
Friday, September 13, 2019	Eligibility Report Due		Alex
Monday, September 16, 2019	Week 3 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Monday, September 23, 2019	Week 4 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Tuesday - Wednesday, September. 24-26, 2019	University Career Fair	TBD	Volunteers
Tuesday, September 24, 2019	General Body Meeting, Initiate Orientation	6:30-7:30 in Eng. Hall 0093	Brie: Speak to Gen Bod/Initiates M.C.:Speak to Initiates Brandon: Reserve room Jazz :Pickup Cookies
Friday, September 27th, 2019	Internal Deadline for Election Report?	Initiates to submit catalogue cards	Alex
Monday, September 30, 2019	Week 5 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Tuesday, October 1, 2019	Personal Meetings	6:30 pm - Basement Level Atrium	Brandon: Reserve room
Monday, October 7, 2019	Week 6 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Tuesday, October 8, 2019	Signature Book Party (Pizza/Signature Books)	6:30-7:30pm - Basement Level Atrium	Madison: Pizza Lucie: printing material Brie:Reach out to faculty Alex: GB members Brandon: Reserve room Cameron: update Sig. book
Saturday, October 12, 2019	Adopt-A-Highway Service Project	TBD	Jazz
Monday, October 14, 2019	Week 7 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Sunday, October 20, 2019	KS Hill Service Project	TBD	Brandon and ??
Monday, October 21, 2019	Week 8 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Due before October 22 (at least two weeks before initiation)	Catalogue Card Due Date		Alex
Sunday, October 27, 2019	Adopt-A-Highway Service Project	TBD	Brandon and ??
Monday, October 28, 2019	Week 9 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Tuesday, October 29, 2019	Practice Initiation	6:30-7:30 PM Location TBD	Brie
Monday, November 4, 2019	Week 10 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Tuesday, November 5, 2019	Initiation & Banquet	6:30-7:15; 7:30-8:30 Location TBD	Initiation: Brie, M.C. Banquet: Madison, Jose
Monday, November 11, 2019	Week 11 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Tuesday, November 12, 2019	Elections and Social	6:30-7:30PM Location TBD	Lucie, Alex (communication)
Monday, November 18, 2019	Week 12 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Due Before November 19 (Two weeks after initiation)	Submit Final Action Report Submit Roll Book Signatures Submit Report of Officer Election Submit Fees		Alex, Brie, Jazz
November 25-29	Thanksgiving Break		
Monday, December 2, 2019	Week 13 Executive Meeting	8:00PM - Edwards Conference Room	Brie
Monday, December 9, 2019	Week 14 Executive Meeting?	8:00PM - Edwards Conference Room	Brie

To add: Member socials/meetings? Others?

